

*Delaware Volunteer Firefighters and Ladies' Auxiliary  
Mutual Relief Association, Inc.*

Minutes  
May 24, 2018

The regular meeting of the Mutual Relief Association was called to order on Thursday, May 24, 2018 at 7:00 p.m. at the Frederica Fire House by Chair Steve White.

**Trustees Present:**

New Castle: Ed Kalinowski, Mary Alice Maichle & Rich Weaver  
Kent: Bob Yerkes, Kathy O'Neal & Steve White  
Sussex: Patrick Miller, Ginni Tice & Bill Tobin

**DVFA Advisory Committee Present:**

New Castle: Danny Burris  
Sussex: John Stevenson

**Guests:** Monte Wisbrock, Bethany Beach.

**Treasurer's Report:** A written report was sent via email (see attached) – the balance sheet reflects Accrual-Based accounting figures, not Cash-Based accounting figures. The bill from Bumpers & Company reflects the Association's pro-active status in changing firms to decrease the amount of monies spent on an audit and to decrease the costs to the member companies. It should be noted that the taxes have been filed as well. At this time, Blades has requested that the MRA Bill be re-sent, Georgetown is not participating and Millville & Roxana remain outstanding.

**Payment of Bills:** On a motion by Kathy O'Neal and a second by Bob Yerkes, it was moved to pay the following bill:

- \$3,800.00 to Bumpers & Company (accountants).

**Minutes:** The minutes from February 22, 2018 were presented in printed form; on a motion by Rich Weaver and a second by Ed Kalinowski, the minutes were accepted as corrected (misspelling of name).

**Communications:** None.

**Trustee Reports:** Ed Kalinowski reported that he was scheduled to make a presentation to Christiana on June 6, 2018 at 2:30 p.m. He is proposing that MRA elicit at least 3 quotes this year and he will explore those options and bring to the next meeting. Mary Alice Maichle inquired if the website had been updated

and if was agreed that the burial benefit form had been updated. Patrick Miller thanked the Association for sending him and the other trustees to CFSI in Washington. Bill Tobin thanked Monte Wisbrock and the Bethany Beach Fire Department for allowing him and Ginni Tice to make a presentation on May 14, 2018. He also reported that we may need to re-visit with Delmar Fire Department.

**Old Business:**

- Letters to Mid-Sussex and Smyrna Ambulance Associations need to be completed to inform them of the need to join the DVFA before they can be eligible for MRA benefits.
- Annual audit has been completed; there was discussion about a waiver for a full audit as well as recommendations from the accountant about dormant accounts, on-line copies of cancelled checks, the escrow reserve of \$41,045 (should be ½ of expected burial benefit pay-out), certificate of deposit needs to have corrected EIN, and to increase dues.

**New Business:**

- Letters for re-appointment or replacements need to be sent for Ed Kalinowski, Steve White, Mary Alice Maichle and Patrick Miller.
- Bill Tobin reported that he will be meeting with the Insurance Commissioner in regards to the MRA being appointed as an agent had to be cancelled and has not been rescheduled yet.
- Due to the Accountant's recommendation, it was moved by Bob Yerkes and seconded by Kathy O'Neal that a full audit is carried out every 3 years; this motion was amended by Ed Kalinowski and the amendment was seconded by Rich Weaver to carry out a full audit every 3 years and then 5 years of operation – motion and amendment carried.
- Bill Tobin made a motion that the Association explores changing banks due to continued issues with the current banking institution; Rich Weaver seconded this motion and the motion carried.
- On a motion by Rich Weaver and a second by Ed Kalinowski, it was moved to have the Association send a letter to the DVFA to replace Jeff Dennison on the DVFA Mutual Relief Advisory Committee.

**Good of the Association:** The next meeting is tentatively scheduled for August 27, 2018 at 6:00 p.m. at Frazier's Restaurant at Treadway Towers – the Secretary will handle the arrangements and inform the Association of the final location for the Annual Dinner Meeting.

The meeting was **adjourned** at 8:12 p.m.

Respectfully submitted,  
Ginni Tice  
Secretary, MRA

**Balance Sheet**

As of April 30, 2018

	<u>Apr 30, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1136 TD Bank Escrow	41,045.17
1150 TD Bank	177,096.40
1151 TD Bank Money Market 9432	123,274.54
1153 - TD Bank Money Market 7147	48,152.29
1154 - TD Bank CD (5 yr)	30,000.00
1155 - WSFS Bank - Money Mkt	251,684.92
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<b>Total Checking/Savings</b>	671,253.32
<b>Accounts Receivable</b>	
1200 PREMIUMS RECEIVABLE	124,798.03
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<b>Total Accounts Receivable</b>	124,798.03
<b>Other Current Assets</b>	
Federal Tax Withheld	75.59
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<b>Total Other Current Assets</b>	75.59
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<b>Total Current Assets</b>	796,126.94
<b>Fixed Assets</b>	
1500 EQUIPMENT	599.98
1502 ACCUM. DEPRECIATION	-190.00
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<b>Total Fixed Assets</b>	409.98
<b>Other Assets</b>	
1504 PREPAID INSURANCE	229,415.33
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<b>Total Other Assets</b>	229,415.33
	<hr/>
<b>TOTAL ASSETS</b>	<b><u>1,025,952.25</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
2100 DEFERRED PREMIUMS-CURRENT	257,826.20
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<b>Total Other Current Liabilities</b>	257,826.20
	<hr/>
<b>Total Current Liabilities</b>	257,826.20
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<b>Total Liabilities</b>	257,826.20
<b>Equity</b>	
3900 - RETAINED EARNINGS	663,346.30
Net Income	104,779.75
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<b>Total Equity</b>	768,126.05
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,025,952.25</u></b>

## D.V.F.A. &amp; L.A. MUTUAL RELIEF ASSOC.

## Profit &amp; Loss

05/23/18

January through April 2018

Accrual Basis

	<u>Jan - Apr 18</u>
Ordinary Income/Expense	
Income	
4000 INCOME	
4010 INTEREST INCOME	192.40
4000 INCOME - Other	50.00
	<u>242.40</u>
Total 4000 INCOME	242.40
4100 INSURANCE PREMIUMS	
4200 BASIC PREMIUM	100,707.63
4385 · Accidental Death & Dismemberment	8,217.72
	<u>108,925.35</u>
Total 4100 INSURANCE PREMIUMS	108,925.35
4400 DUES	1,400.00
4375 · Burial Premium	10,150.00
	<u>120,717.75</u>
Total Income	120,717.75
Expense	
6000 ADMINISTRATION	
6005 BASIC PREMIUM	1,905.00
6020 BANK CHARGES	8.00
6027 CONFERENCE	1,500.00
6035 FRANCHISE TAX	25.00
6036 Funeral Expense	12,000.00
6045 LEGAL FEES	500.00
	<u>15,938.00</u>
Total 6000 ADMINISTRATION	15,938.00
Total Expense	<u>15,938.00</u>
Net Ordinary Income	104,779.75
Net Income	<u><u>104,779.75</u></u>

Subject: Re: DVFA LA Mutual Relief Assoc. Financial Statements as of April 2018

From: millerpcm@aol.com

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Date: Wednesday, May 23, 2018 09:24:23 PM

Attached herewith are the financial statement of the DVFA & Ladies Auxiliary Mutual Relief Association for the period ending April 2018

If there are any questions, please do not hesitate to contact me at your earliest convenience.

Patrick C. Miller, President  
Indian River Volunteer Fire Co., Inc.



DVFA LA MRA Profit & Loss Stmt 04302018.pdf  
33.8kB



DVFA LA MRA Balance Sheet 04302018.pdf  
35.7kB